

DRUG THERAPY MANAGEMENT
PHYSICIAN-PHARMACIST AGREEMENT CHECKLIST

The following provisions are required to be in any Physician-Pharmacist Agreement that is approved by the Boards of Physicians and Pharmacy. This is only a list of provisions required by law, therefore your Physician-Pharmacist Agreement will probably require more provisions than are listed below. You may also provide any supporting documentation that will help the Boards and the Drug Therapy Management Joint Committee in their review of your Physician-Pharmacist Agreement.

- ☐ The names of the physicians authorized to act under a therapy management contract;
- ☐ The signatures of the physicians authorized to act under a therapy management contract;
- ☐ The names of the pharmacists authorized to act under a therapy management contract;
- ☐ The signatures of the pharmacists authorized to act under a therapy management contract;
- ☐ The location or locations where the pharmacists may provide drug therapy management services;
- ☐ The titles of the protocols to which the physician-pharmacist agreement pertains;
- ☐ The methods and timeframes by which documentation and routine communication will occur between the physicians and the pharmacists, including the timeframes in which the pharmacist will fully update the patient's record in writing;
- ☐ A description of technical modifications that may be made to the physician-pharmacist agreement without submitting a request for amendment to the Boards;
- ☐ The name, address, and telephone number of the party to the physician-pharmacist agreement who is to receive correspondence from the Boards or Joint Committee related to the physician-pharmacist agreement. This should be the same person listed as the contact person on the Application;
- ☐ A statement that the physicians and pharmacists shall comply with all State and federal laws relating to patient confidentiality; and

- A list of devices available to the pharmacists performing under the physician-pharmacist agreement, which are relevant to the disease-states or conditions to be managed.
- If the physician or physicians want the pharmacist or pharmacists to notify them within a specified period of time when the pharmacist or pharmacists modify a dose or agent under the therapy management contract or detect an abnormal result from an assessment activity, this must be noted in the Physician-Pharmacist Agreement otherwise the pharmacist or pharmacists are required to notify the physician or physicians within 48 hours of these events.

PLEASE NOTE:

- A. Technical modifications to the Physician-Pharmacist Agreement must be registered with the Board of Pharmacy within 30 days of the technical modification.
- B. Any type of technical modification that will be allowed must be described in the approved Physician-Pharmacist Agreement; otherwise the parties to the Physician-Pharmacist Agreement will have to request approval of an amendment from the Boards.